



# City of Finlayson

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## PERSONNEL COMMITTEE AGENDA

Regular Committee Meeting  
May 6, 2025 at 2PM at City Hall

- 1. Call to Order**
  - a. Roll Call
  - b. Approval of Agenda
- 2. Committee Purpose & Roles**
  - a. Review committee responsibilities & authority
  - b. Open Meeting Law & Data Practices Reminder
- 3. Review of Current Personnel Policies**
  - a. Holiday & Leave of Absence policy update
  - b. Employee Handbook overview / needs assessment
- 4. Determine Future Agenda Topics (proposed)**
- 5. Set Regular Meeting Schedule**
  - a. Frequency (monthly, quarterly, as needed)
  - b. Preferred days, times, methods
- 6. Adjourn**